# eWiSACWIS Release 5.2
## October 10, 2014

Within this document you will find the release summary of eWiSACWIS (Release 5.2) system changes and enhancements. This summary includes changes that impact workflow, data entry, procedures, and reporting. Some of the changes are the result of: policy change(s), Wisconsin's Program Improvement Plan (PIP), Program Team input, and issues reported to the help desk by system users. As a direct result of user feedback, the incidents have been arranged into 4 main eWiSACWIS genres: **General Application, Financial, Provider, and Report** changes. Within these genres the incidents are grouped by topic. The intent of the change is to allow you to quickly focus in on those areas that affect your work the most. Overall, the purpose of this information is to provide users with an overview of pertinent eWiSACWIS changes. Where appropriate, "How Do I" and "Quick Reference" guides will be created and can be accessed on the eWiSACWIS Knowledge Web for more specific usage of the application and new functionality.

**Among other information, the eWiSACWIS Knowledge Web will continue to host the following:**

- **Release Notes**
- **Detailed Release Summaries**
- **Program Activity Workshop/Technical Activity Workshop (PAW/TAW) Content**
- **CPS Standards**
- **Template Mapping Documents**
- **Quick Reference Guides**
- **"How Do I" Guides**
- **Contact Information**
- **eWiSACWIS Training Videos**

## General Application

| Topic | Description |
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| **Access** | The Indian Child Welfare (ICW) letters printed from the Options drop down of a CPS Report have been renamed to better describe the templates.  'ICW Cover Letter' has been renamed to 'Indian Child Welfare Screened Out Report' and 'Notice to Tribal Agent' has been renamed to 'CPS Report to Tribal Agent'.  The 'ICW Cover Letter' has also been removed from Options drop-down for Service Reports as it is pertains to CPS. |
| **Agreements and Notices** | When reopening an Adoption Assistance or Subsidized Guardianship Agreement that was ended in error, new functionality has been added to reopen an associated amendment if one was open at the time the agreement was terminated. |
| **Assessment** | The 'more', 'less', 'default' functionality has been added to each narrative box, which allows the field size to be increased, decreased, or defaulted to the size when the page is first opened.<br><br>To support Federal National Child Abuse and Neglect Data System (NCANDS) reporting, a Birth-to-Three referral is now documented on the Initial Assessment. If a child is less than three years of age and has a substantiated allegation, the child will appear in a new group box on the Results tab called, "Birth to Three Referral Information."  Case Managers will select whether or not a Birth-to-Three referral was made by choosing a value of yes, no, or unknown.  No further documentation is required.<br><br>Also to support NCANDS reporting, race and ethnicity is now required for both alleged victims and alleged maltreaters. The following situations will be exceptions: if an alleged victim or alleged maltreater has Unknown for a first or last name; if an alleged victim has an Abuse/Neglect Code of 'Unborn Child Abuse'; if the Case Disposition is 'Case Closed - Clients Unavailable or Cannot be Located.' |
| **CANS** | The Child and Adolescent Needs and Strengths (CANS) page has been modified for youth that are in a supervised independent living placement so that the current caregiver questions do not apply. |
| **Foster Care/Out of Home Placement** | A number of changes have been made to accommodate the extension of foster care to age 21.<br><br>A child is considered eligible for the extension if they are enrolled in school full time, have an Individualized Educational Plan (IEP) in place, and are not expected to graduate before reaching age 19.  The determination of eligibility will be made as a part of the youth's Independent Living Transition to Discharge Plan.<br><br>• The Transition to Discharge tab of Independent Living page now includes sections to document the youth's eligibility for extension and the youth's decision to remain in care.  An imaging section was added so if the youth chooses to remain in care, users need to add the scanned image of the Voluntary Transition to Independent Living Agreement or Court Order.<br><br>• A new version of the Permanency Plan is being introduced for youth who remain in care.  The plan is identified by having plan type EXT.  This version of the plan does not have information relating to goals and services for the parent/caregivers or family.  The safety tab will also not appear.<br><br>• The Out of Home Placement page now prevents entering a placement for a person over 19 unless they have been determined to be eligible for the foster care extension and have the appropriate document scanned in. |

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| **Home Provider** | A new section called "Additional Contact Information" has been added to the Home Provider page. This section contains the name, cell phone, work phone, and email address for the home provider members with a role of Parent 1, Parent 2, or Licensee.<br><br>As a result of changes to the Multipurpose Home Study Report and Multipurpose Home Study Update/Recertification, the following changes were made to eWiSACWIS:<br><br>• All information gathered in the home study and home study update/recertification is now documented directly on the associated Home Study or Home Study Update/Recertification pages and no information is documented directly on the Multipurpose Home Study Report or Multipurpose Home Study Update/Recertification templates. As a result, new fields have been added to the Home Study and Home Study Update/Recertification pages. Additionally, a new Psychosocial Evaluation Report page has been added.<br><br>• The Home Study and Home Study Update/Recertification pages now allow for up to 4 applicants to be part of the home study or home study update/recertification.<br><br>• The home study now allows for information from a previous home study to be copied to a new home study. Likewise, the home study update/recertification now allows for information from a previous home study update/recertification to be copied to a new home study update/recertification.<br><br>New templates have been added which include revisions.<br><br>Fixed an error that was preventing users from creating the Foster Family Support Plan Eval/Revision. |
| **ICWA** | ICWA Record - The following changes have been made to better support the collection of Indian Child Welfare Act (ICWA) related information:<br>• A Legal group box has been added to the Summary Tab that prefills information from the Legal module. A hyperlink has also been added that links directly to the child's Legal Record.<br>• An Active Efforts group box has been added to the Summary Tab that prefills information from the Active Efforts entered on the most recent, approved Permanency Plan. A hyperlink has also been added that links directly to the plan.<br>• The Notice of Involuntary Custody Proceeding Involving an Indian Child has been modified to allow documentation of when the notice is sent by another government agency within your county.<br>• Page re-sizing has been added to all of the ICWA Record tabs. This allows for the page to fit the entire length of the screen when maximized.<br><br>ICW letters have been renamed to better describe templates on the CPS Report.<br><br>Changes have been made to the Person Management page to support collection of ICWA information.<br><br>A new ticker has been added as a reminder to update a tribal membership status if status is "Pending". |
| **Imaging** | The Voluntary Transition to IL Agreement has been added as a type under category Legal Documents. |
| **Medicaid Eligibility** | A new tab has been added to the Medicaid Eligibility Determination page called "Benefit History." This tab is used to display information received daily from Forward Health relating to the child's current and previous Medicaid benefits. An enhancement was also made with updating the MA (MCI) Number. Workers will no longer have to select the MMIS Interface link in order to get an updated number. The MA (MCI) Number will be updated, if applicable, based on the information received from Forward Health. |

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| **Permanency Plan** | The service categories have been updated for services entered on case/permanency plan.  The categories are the same for child, parent/caregiver and family goals.  The category for Family Interaction has been removed.  Going forward, any services with Family Interaction as the category will not be copied over.  Users will receive a warning message to inform them if any previously entered services will not copy over.<br><br>The full list of service categories can be found under the Quick Reference Guides on the eWiSACWIS Knowledge Web. |
| **Person Management** | The following changes have been made to better support the collection of Indian Child Welfare Act (ICWA) related information:<br>• ICWA specific fields are now disabled until Race or Ethnicity is designated as 'American Indian/Alaskan Native' and/or 'Native American'.<br>• The Tribal Membership # field has been changed from two fields to one. This field becomes enabled once a person is identified with a tribal status of 'Member' for Indian Tribe 1 or 2.<br>• The length of Tribal Membership # field has been increased from 9 to 15 characters.<br>• A narrative box has been added and displays when either tribal membership status is 'Not eligible for membership' to record why the person was not eligible.<br>• The value of 'Other Native American' has been renamed to 'Non-WI Tribe'.<br><br>Update Pending Tribal Membership Status Tickler – A new tickler has been added to remind the primary assigned worker to update a child's tribal membership status if the status is 'Pending'. The tickler is due 30 days from the entry of the 'Pending' status and is deleted upon save of the Person Management page where neither tribal membership status fields are 'Pending'. |
| **Private Provider** | For Noncompliance Statement and Correction Plans issued to private providers, the "Verification Date" is no longer required when closing providers when the Date Issued is prior to 1.1.14. |
| **Serious Incident Notification** | The 90-Day Summary Report will be changed from a template to a notification; all text will be entered on a new page titled 90-Day Summary Report. Users will check the completed checkbox to finalize the report and send to DCF.  The 90-Day Summary Report will continue to be launched from the options dropdown on the Serious Incident Notification page. There was no change to the content of the report.<br><br>The 90-Day Summary Report replaces the Notices History page which was previously launched from the Options dropdown for the Serious Incident Notification. |
| **Subsidized Guardianship** | The following question was added to the Subsidized Guardianship Request for Information to Determine Continued Eligibility (DCF-F-2736-E) template: "Would you like to terminate the Subsidized Guardianship Agreement for this child?  If "Yes", enter the termination date in the Date of Change column."<br><br>The Subsidized Guardianship Eligibility, Child Over 19 and Adoption Assistance after 18 pages now include the question asking if a youth is on an IEP.  This question is now included on the corresponding forms that are sent to adoptive parents or guardians. |
| **System Wide** | eWiSACWIS, eWReports, and the eWiSACWIS Change Request Tracker are now supported when using Internet Explorer 11 in Internet Explorer 11 compatibility mode.<br><br>eWiSACWIS is now compatible with Windows 8.  As a result, there is a new download of the OCX install files. For counties that allow automatic download and installation of OCX files, this process will be completed automatically when the worker logs into the eWiSACWIS application after 5 pm on Friday, October 10th, 2014. If you need to install the OCX files manually, please refer to the .ocx Manual Installation Instructions found on the eWiSACWIS Knowledge Web. The new manual OCX files are available, and can be installed one week prior to the October 10th, 2014 release date. |

## Financials

**Description**

**Process Payments Requests**

Financial users are now able to link newly created Extraordinary Payments to a pending check without error in the monthly budget calculation.

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Overpayments and Overpayment Adjustments now apply logic that ensures that if a Pending Check is canceled, which results in the canceling of an attached Overpayment Adjustment, the impacted Overpayment's Remaining balance is adjusted accordingly.

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Extraordinary Payment has been updated to resolve the issue where occasionally the calculation to derive the monthly budget was factoring in previous monthly Extraordinary Payments causing the monthly budget to be incorrectly flagged as being exceeded.

**Checks and Payments Maintenance**

The Checks and Payments Maintenance changes impacts users who utilize the Export function from within the Checks and Payments Maintenance Page. Specifically, the following additional columns will export:

- Case Name and ID
- County Person ID
- County Provider ID
- Payee Address

Along with the above mentioned changes, this change corrects where the Check Processing Column was incorrectly identifying the type of check processing logic (EFT or Standard) that had created the check.

Additional security now allows those few users with "View All County" access to export results for counties other than their primary assigned county.

**Maintain Services**

Foster Care Rate enhancement affects any users working with Foster Care Rates or the financial output impacted by Foster Care Rates. This update enhances the Uniform Foster Care Rate Batch, which runs annually to update Foster Care Rates to the new Administrative and Basic Rates as is applicable for the coming year. Specifically, the batch now automatically updates Administrative Rates for children who are residing in a Rate Regulated home and who have a Level of Need (LON) 5 or 6. Prior to this change, users were required to manually recreate the type of Foster Care Rates identified above.

**Foster Care/out of Home Placements**

This display enhancement impacts users who work with payment specific data. This enhancement changes the visual appearance of the icon of a payment that has been canceled where the payment month has been flagged to allow for reprocessing. A payment icon where the payment has been canceled and the payment month is not flagged for reprocessing displays as a Pad Lock. A payment icon where the payment has been canceled and the payment month has been flagged for reprocessing displays as a Money Bag with a "No Symbol" (circle with a slash through it) superimposed over the top. The purpose of this change is to help users differentiate between a canceled payment that is attached to a payment month that is flagged for reprocessing and one that is not.

**Issue/Reconcile Checks**

This financial related enhancement allows users to link (Re)generated Advanced Paid payments, such as Kinship, to Pending Checks. Prior to this change, a system edit prevented financial users from linking "Advanced Paid" payments that were fully approved to a Pending Check.